

# **Frequently Asked Questions Regarding Federal EINs**

## **Why should a sole proprietor apply for a Federal ID #?**

There are several reasons you may need to apply for a Federal ID #. You would need a Federal ID# if you have employees or if you register a vehicle for IRP that exceeds 55,000 pounds. It can also be helpful in protecting the sole proprietor's social security number from being at risk for identity theft in keeping it from being distributed through IFTA credentials. You will find other reasons by visiting the IRS website at <http://www.irs.gov/businesses/small/article/0,,id=98350,00.html>.

## **What if I am a sole proprietor and do not meet any of the criteria to have a Federal ID#. Do I still need a Federal ID#?**

Your IFTA license, and any correspondence sent to you regarding that license, displays your IFTA account number. If you do not have a Federal ID#, you will be using your Social Security Number as your IFTA account number. If using your Social Security Number, it will be visible on your documents and forms referring to your IFTA account. This may put you at risk for ID theft.

## **What documentation is acceptable to verify my federal identification number?**

A copy of the letter IRS issues informing you of your federal identification number is preferred but you may also send any IRS document that references your federal identification number and name, this would include but is not limited to; the first page of a corporate return, a copy of an employer withholding coupon or other employer withholding tax return.

## **Will I receive a new IFTA license?**

Yes, the Tax Commission will issue a new license with your Federal Identification number. All licenses referencing your social security number should be destroyed.

## **Will I need new IFTA decals?**

No. Your IFTA decals, for the current year, will still be valid.

## **I don't have a Federal Identification number, how can I get one?**

You will need to complete IRS form SS4 available here:  
<http://www.irs.gov/pub/irs-pdf/fss4.pdf>

Once you complete the form you may call the IRS toll free at 1-800-829-4933. They will ask you questions from the form and issue you a federal identification number over the phone.